Glossary of Lindenwood University-Belleville Terms

A

Academic Advisor  An individual assigned or selected to help a student plan his/her course of study, select classes, and answer questions about registration. Academic advisors provide individual guidance and mentorship, increase self-direction and empower students to identify and achieve their short-and-long term academic, personal, and professional goals.

Academic Year  This is the time period in which students are expected to complete their academic work each year, as defined by their school. For example, a school’s academic year may be made up of a fall and spring semester, during which a full-time undergraduate student is expected to complete at least 24 credit hours over the course of 30 weeks of instructional time. For undergraduate students, Lindenwood University-Belleville’s academic year is made up of a fall semester (August-December) and a spring semester (January-May). There is also summer semester that goes from the beginning of June through the end of July. For quarter undergraduate students, the academic year is made up of four quarters: fall, winter, spring, and summer.

Admission  Acceptance of an applicant for enrollment at a college or university.

Accredited  Official recognition that a college or university meets the standards of a regional or national association. Employers, other schools, and governments often only recognize degrees from accredited schools.

Associate Degree  An undergraduate academic degree awarded for a course of study generally lasting two years. Community colleges and career colleges generally award associates degrees.

B

Bachelor’s Degree  An undergraduate academic degree awarded for a course of study generally lasting four years. Colleges and universities generally award bachelor’s degrees. A bachelor’s degree is required before starting graduate studies. Lindenwood University-Belleville offers the Bachelor of Arts and Bachelor of Science.

C

Co-requisite  A course that must be taken simultaneously with another course.

Course Load  The number of courses or credits a student takes during a specific term or semester.

Credits  Units a school uses to indicate a student has completed and passed courses required for a degree. Each school defines the total number and types of credits necessary for degree completion, with every course being assigned a value in terms of credits, credit hours, or units. Full-time status consists of 12 credits per semester. In order to graduate in 8 semesters, Lindenwood University-Belleville students need to average 15 credits per semester and it takes 120 credit hours to graduate.

Curriculum  A program of study made up of a set of courses offered by a school.
Default Failure to repay a loan according to the terms agreed to in the loan’s promissory note. For most federal student loans, students will default if they have not made a payment in more than 270 days. Students may experience serious legal consequences if they are in default.

Deferment A postponement of payment on a loan that is allowed under certain conditions and during which interest does not accrue on Direct Subsidized Loans, Subsidized Federal Stafford Loans, and Federal Perkins Loans. All other federal loans that are deferred will continue to accrue interest. Any unpaid interest that accrued during the deferment period may be added to the principal balance of the loan.

Degree A title bestowed as official recognition for the completion of a curriculum. The bachelor’s degree is the first-level degree granted normally upon completion of a four-year course of study in a given field. The master’s degree is an advanced degree which usually requires at least one additional year beyond the bachelor's degree.

Degree plan A degree plan is a formal statement of requirements a student must complete in order to graduate.

Delinquent A loan is delinquent when loan payments are not received by the due dates. A loan remains delinquent until the borrower makes up the missed payments through payment, deferment, or forbearance. If the borrower is unable to make payments, he/she should contact a loan servicer to discuss options to keep the loan in good standing.

Department A part of a Division, which offers instruction in a particular branch of knowledge; for example, the Department of English in the Division of Humanities.

Dependency Status The determination of a Free Application for Federal Student Aid (FAFSA) applicant as dependent or independent.

Dependent Student A student who does not meet any of the criteria for an independent student and is claimed as a dependent on a parent's or guardian's taxes.

Direct Loan A federal student loan, made through the William D. Ford Federal Direct Loan Program, for which eligible students and parents borrow directly from the U.S. Department of Education at participating schools. Direct Subsidized Loans, Direct Unsubsidized Loans, Direct PLUS Loans, and Direct Consolidation Loans are types of Direct Loans.

Division Lindenwood University-Belleville has six Divisions: Division of Business and Entrepreneurship, Division of Humanities, Division of Education and Counseling, Division of Sciences, Division of Social and Behavioral Sciences, and Division of Accelerated Degree Programs.

Double Major A student is a double major when he/she has chosen to complete the course requirements for two majors at the same time.

Drop The action a student takes when requesting to be removed from a course without having it reflect on his/her transcripts. This may only be done before the specific class has started or within the first week of the class.
Electives  Courses students can choose to take for credit toward a degree, but are not required and do not satisfy major or core curriculum requirements. These are used to meet the minimum course credit hours for a degree (120 hours). If 120 hours are met, electives are not needed.

Enrollment Cancellation  The process by which a student is dropped from all of his/her courses because, for example, a payment has not been made on money owed to the university.

Enrollment Status  This is information reported by the school the student attends to federal loan providers. This status indicates whether the student is full-time, three-quarter time, half-time, less than half-time, withdrawn, or graduated. Enrollment status affects when the student’s loans go into repayment.

Entrance Counseling  A mandatory information session which takes place before a student receives his/her first federal student loan that explains his/her responsibilities and rights as a student borrower.

Exit Counseling  A mandatory information session which takes place when a student graduates or attends school less than half-time, which explains their loan repayment responsibilities and when repayment begins.

Expected Family Contribution (EFC)  This is the number used to determine a student’s eligibility for federal student financial aid. This number results from the financial information students provide in their FAFSA and represents the amount the student and/or his/her family are determined to be able to afford to contribute to the student’s education costs.

Federal Pell Grant  A federal grant for undergraduate students with financial need. Grants are financial aid – often based on a student’s demonstrated financial need – that do not need to be repaid. The FAFSA (see below) is used to determine Pell Grant eligibility.

Federal School Code  An identifier the U.S. Department of Education assigns to each college or career school that participates in the federal student aid programs. In order to send FAFSA information to a school, students must list the school’s federal school code on their FAFSA application. Lindenwood University-Belleville’s federal school code is 002480.

Federal Student Loan  A loan funded by the federal government to help pay for students’ education. A federal student loan is borrowed money that students must repay with interest. There are several types of federal student loans, including subsidized and unsubsidized loans.

Federal Work-Study  Work Study is a need-based financial aid award. It is not a grant and it is not a loan; students work with an office on- or off-campus that pays the student directly. When the FAFSA (see below) asks if a student is interested in work study, it is a good idea to say yes. A student can always decline later so that money is freed up for another student who is eligible for work study. Funds are limited, so not all eligible students will receive an award.

Financial Aid  Money given or loaned to students and/or their parents to help pay for college. Financial aid can come from federal and state governments, colleges, and private organizations.

Financial Aid Package  The total amount of financial aid (federal and non-federal) a student is offered by a college or career school. The school’s financial aid staff combines various forms of aid into a “package” to help meet a student’s education costs.
Financial Need  Financial need is the difference between the cost of attendance (COA) at a school and a student’s expected family contribution (EFC). While the cost of attendance varies from school to school, a student’s expected family contribution does not change based on the school he or she attends.

Free Application for Federal Student Aid (FAFSA)  The FAFSA is provided and processed by Federal Student Aid, a part of the U.S. Department of Education. If you're interested in loans, work study, grants, and scholarships, you need to submit the FAFSA to determine your eligibility. Your application must be completed by March 15 each year to be considered for maximum assistance. Each year you are a student at Lindenwood University-Belleville, you need to fill out the FAFSA.

FSA ID  The FSA ID is a username and password combination that serves as a student’s or parent's identifier to allow access to personal information in various U.S. Department of Education systems and acts as a digital signature on some online forms. For more information or to create an FSA ID, please visit this link: https://studentaid.ed.gov/sa/fafsa/filling-out/fsaid

General Education Requirements  A set of mandatory courses that all students are required to complete, regardless of their major, to earn an undergraduate degree. General Education courses provide a breadth of knowledge deemed appropriate for every undergraduate degree seeking student.

Grade Point Average (GPA)  A number representing overall academic performance. GPA is computed by assigning a point value to each grade a student earns and multiplying that by the number of credits. GPAs are used to determine a student’s academic standing and are often used to determine eligibility for ongoing scholarships and grants. Cumulative GPAs, also known as overall GPAs, are calculated with grades you have received every semester at Lindenwood University-Belleville; a semester GPA is calculated with only the grades you earned in a given semester. Many scholarships consider cumulative GPAs over semester GPAs.

Graduate Student  A graduate student is a student who has already earned his/her bachelor's degree and is continuing to study to earn a master's degree.

Grant  Grants are financial aid – often based on a student’s demonstrated financial need – that do not need to be repaid. Lindenwood University-Belleville students may be eligible for several different types of grants. These grants include: A Lindenwood University Grant (awarded by Admissions and based on merit), the Missouri Access Grant or the Bright Flight Grant (these grants are state funded by the state of Missouri and only students who are Missouri residents may qualify; eligibility is determined by completing the FAFSA and meeting pre-set criteria) and lastly, the Supplemental Educational Opportunity Grant (SEOG), which is a federal grant reserved for students with the greatest financial need.

Hold  A hold may be placed on an account for a variety of reasons and usually prevents a student from taking action, particularly in regard to registration (add/drop classes) or receiving transcripts. Generally, a hold indicates that Lindenwood University-Belleville needs the student to resolve something (pay a bill), do something (orientation), or see someone (advisement) before the hold can be removed.
Immunization is the process whereby a person is made immune or resistant to an infectious disease, typically by the administration of a vaccine. In Illinois, all college applicants must provide proof of immunizations to be considered for admission.

Independent Student: An independent student is one of the following: at least 24 years old, married, a graduate or professional student, a veteran, a member of the armed forces, an orphan, a ward of the court, someone with legal dependents other than a spouse, an emancipated minor, or someone who is homeless or at risk of becoming homeless.

International Student: An individual who is enrolled for credit at an accredited higher education institution in the U.S. on a temporary visa, and who is not an immigrant (permanent resident with an I-51 or Green Card), or an undocumented immigrant, or a refugee.

Internship: An experience allowing students to work in a professional environment to gain training and skills. Internships may be paid or unpaid and can be of varying lengths during or after the academic year. Students may have the ability to earn credit for internships. You may be able to find internships through your major department or via the Career Center.

Loan Servicer: A company that collects payments, responds to customer service inquiries, and performs other administrative tasks associated with maintaining a federal student loan on behalf of a lender. Students can look up their federal student loan servicer at My Federal Student Aid.

Lynx: A wild cat with yellowish-brown fur (sometimes spotted), a short tail, and tufted ears. Also, the mascot of Lindenwood University-Belleville’s Athletics’ teams. Go Lynx!

Meal Plan: Colleges and universities typically offer meal plans of varying duration and frequency that are available for purchase by students. Lindenwood University-Belleville offers several different meal plans for both on- and off-campus students. To learn more about our dining services please visit this link: http://www.lindenwood.edu/belleville/student-life/housing-dining/dining-services/

New Student Orientation: Each new student at Lindenwood University-Belleville is required to participate in New Student Orientation (NSO). NSO for undergraduate students is normally held the week and weekend before fall and spring semester classes begin.

Office Hours: Office hours are times that professors set aside each week to be available to their students; days and times of office hours should be listed on the syllabus for each class.
Reasons to take advantage of office hours are going in to get extra help on material covered in class, introducing yourself so that your professor can put a face to a name, or talking with them about how to be a successful student in the class.

**Orientation**  A college or university’s official process of welcoming new, accepted students to campus and providing them with information and policies before classes begin. New Student Orientation (NSO; see above) is required for all students.

**P**

**Pell Grant**  A federal grant for undergraduate students with financial need. Grants are financial aid – often based on a student’s demonstrated financial need – that do not need to be repaid.

**Pre-requisite**  A course that must be taken before taking another in that subject.

**Priority Date or Deadline**  The date by which a student’s application – whether it’s for college admission, student housing, or financial aid – must be received to be given the strongest consideration.

**(Master) Promissory Note**  The Master Promissory Note (MPN) is a legal document in which students promise to repay loan(s) and any accrued interest and fees to the U.S. Department of Education. It also explains the terms and conditions of the loan(s).

**Q**

**Quarter**  Lindenwood University-Belleville has programs for undergraduates and graduates that are offered in quarter terms. There is a fall quarter, winter quarter, spring quarter, and summer quarter.

**R**

**Registrar**  Questions regarding class schedules, transcripts, and other registration-related issues are usually handled through the Registrar.

**Registration**  The process in which students choose and enroll in courses to be taken during the academic year or in summer sessions.

**S**

**Scholarship**  Money awarded to students based on academic or other achievements to help pay for education expenses. Scholarships generally do not have to be repaid.

**Semester**  A half-year term in a school or college, typically lasting fifteen to eighteen weeks. Lindenwood University-Belleville has a fall semester (August-December) and a spring semester (January-May). There is also summer term that goes from the beginning of June through the end of July.

**Student Aid Report (SAR)**  A summary of the information students submit on the Free Application for Federal Student Aid (FAFSA). Students receive this report (often called the SAR) via e-mail a few days after the FAFSA has been processed or by mail within 7-10 days if the student did not provide an e-mail address. If there are no corrections or additional information to be provided, the SAR will contain the Expected Family Contribution (EFC), which is the number that's used to determine a student’s eligibility for federal student aid.
Subsidized Federal Student Loan  A loan based on financial need for which the federal government pays the interest that accrues while the borrower is in an in-school, grace, or deferment status.

T

Transcript  This is a student’s official record of his or her coursework at a school or college. A high school transcript is usually required for college admission and for some financial aid packages.

Transfer Student  A student who enrolls in a college after having attended another college. If you or someone you know is interested in transferring to Lindenwood University-Belleville please visit this link: http://www.lindenwood.edu/belleville/admissions/transfer-students/

U

Undergraduate Student  A college student working toward an associate or a bachelor’s degree.

Unsubsidized Federal Student Loan  A loan for which the borrower is fully responsible for paying the interest regardless of the loan status. Interest on unsubsidized loans accrues from the date of disbursement and continues throughout the life of the loan.

V

Verification  The process a school uses to confirm that the data reported on a student’s FAFSA is accurate. A student’s school has the authority to contact him/her for documentation that supports income and other reported information.

Verification of Enrollment  Also known as Enrollment Certification, verification of enrollment is the process by which a student’s status at a college or university is verified. This is often necessary when students are applying for loans, scholarships, or other purposes. Lindenwood University-Belleville students may request verification of their enrollment at the university through the Registrar’s Office.

W

Wait List  In the context of admissions, a wait list is the list of applicants who may be admitted to a college if space becomes available.

Withdraw  The action a student takes when requesting to be removed from a class he/she has attended. This action will be reflected on the student’s transcript, but will not affect the student’s GPA. The deadlines to withdraw are listed in the Academic Catalog.

X

Y

Z